



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, V CORPS
UNIT 29355
APO AE 09014



Policy Memorandum # 11

AETV-CG

MEMORANDUM FOR SEE DISTRUBUTION

SUBJECT: Change of Command Reception Funding

1. Change of command receptions play an important role in introducing a unit's new command team to the local military and civilian community. These receptions can also be an important part of our engagement responsibilities with our German hosts.
2. In the past, these events have been funded primarily through two different sources: BA43.0012 Limitation Funds and "out of pocket" by incoming commanders. Division and Brigade level receptions invariably meet the criteria for use of Limitation Funds. However, some battalion functions may not be able to meet the guest ratio required for use of these funds causing the incoming commander to bear the expense.
3. The primary method of funding change of command receptions should be to utilize Limitation Funds. USAREUR provides V Corps with Limitation Funds as part of V Corps' yearly budget allocation. Subject to USAREUR budget allocation, the following are maximum Limitation Funding amounts for command receptions:

Battalion	\$1,000
Brigade	\$2,000
Division	\$4,000

Units must meet the regulatory and legal requirements for use of the funds IAW Army Regulation 37-47 and USAREUR Regulation 360-1.

4. In the event a unit cannot meet the Limitation Fund criteria and the incoming commander elects to pay for a reception, the following "out of pocket" limits are imposed:


Battalion	\$500
Brigade	\$800

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5. Change of command receptions contribute to our continuing efforts to establish close cordial relationships with our civilian and military communities. We must properly leverage Limitation Funds, meet the regulatory and legal requirements for their use, and above all, be good stewards of these resources.

6. Victory Corps!



JAMES C. RILEY
Lieutenant General, USA
Commanding

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